



Central Services

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Augusta, ME 04333
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4-2-2013

Revised on

11/15/2013

Official Notice of Policy Change

Subject: Donee Purchasing of Auction items after the Donee Auction/Silent Bids

Effective immediately, the State of Maine will no longer allow the purchasing of any auction item by a donee after the date of the Donee viewing and Donee Auction. The change is being made to reduce staff and advertising costs associated with preparation for the auction.

Donees will be allowed to send in a silent bid submitted on their organizations letterhead or the supplied form at surplus. The bid must be received by 1:00pm on the day of the Donee viewing and Donee auction. Bids can be submitted three ways; 1) dropped off at State Surplus Property during open hours. 2) Mailed in, bids must be mailed to: Surplus Property, 95 State House Station Augusta, ME 04333-0095. The envelope must be marked on the outside "BID ENCLOSED". 3) Faxed to 207-287-3640. Central Services strongly encourages mailing in bids that can be tracked. The bid must include that the donee is willing to pay the asking price and must specify highest amount willing to pay price in case two or more parties are interested in the same item. The bid must be signed by an authorized purchaser for the donee. The donee will be required to pay any amount they have submitted and pick up the item within 5 business days after the donee auction. If they do not pick up the item it will be forfeited back to the State of Maine. The item will be offered to any other donee(s) that had bid on that item at the winning price. If the other donee(s) do not want the item it will be sold in the next Public Auction.

Harold Chip Jones

Central Services Manager

